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27 October 1988

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MEMORANDUM FOR: Deputy Director for Administration

FROM: John M. Ray
Director of Logistics

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SUBJECT: Report of Significant Logistics Activities for
the Period Ending 25 October 1988

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1. Events of Major Interest That Have Occurred During the
Preceding Week:

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b. During this reporting period, the Agency Contracts Group, OL, completed negotiations with Corry Hiebert Corporation for the continuation of our contract for FY 1989. New prices have been incorporated into the contract via an amendment that shows an overall increase of 5 percent. The 58-percent discount off the catalog list price originally negotiated in FY 87 remains in effect. Effective 1 October, Corry Hiebert is required to give the Government 30-days notice of any additional price change.

S E C R E T

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j. On 24 October, on behalf of the Office of Current Production and Analytical Support, DI, the Printing and Photography Group, OL (P&PG/OL), completed four sets of proof copies of the President-Elect Transition Papers. Although some of the 12 different sections arrived in P&PG as late as 21 October, the job was completed on time. [REDACTED]

k. Representatives from the Printing and Photography Group, OL, and each of the 14 contributors to the Congressional Budget Justification Book (CBBJ), attended a meeting on 17 October regarding this year's publication of the 1992 edition of the CBBJ. [REDACTED]

The printing date is set for early January to coincide with the President's Budget to Congress. [REDACTED]

l. On 20 October, the Printing and Photography Group, OL, started processing this year's Personal History Statements. [REDACTED]

A partial delivery is scheduled for 26 October, with the balance scheduled for the following week. [REDACTED]

m. OL reports that on 26 October the dedication ceremony for the Donovan Statue was held in the main entrance foyer of the Original Headquarters Building. VIP parking was provided for some 40 visitors, including former DCI's Richard Helms and William Colby, as well as the family members of the late William Casey. A special reception hosted by the DCI was held in the Executive Dining Room following the ceremony. The Printing and Photography Group, OL, videotaped the ceremony. [REDACTED]

n. On 21 October, representatives from Cullinet's Applications Development Group briefed members of the Commercial Logistics Applications System on the functional design of the final Funds Control Package to be delivered in February 1989. It appears that Cullinet has an excellent understanding of the Agency's functional requirements and, if the software reflects that understanding, everything should go smoothly. Detailed specifications will be provided in mid-November. [REDACTED]

o. OL reports that the South Side sewer system has a number of problems. Cracks and partial obstructions have been identified using a TV camera. The line is downstream of the Cafeteria and Printing and Photography Building. The Facilities Management Group is assessing the severity of the problem and will have preliminary options and recommendations by 4 November. Allied has been directed to develop a contingency plan in case a sewer stoppage occurs. [REDACTED]

25X1 q. The Facilities Management Group, OL, received a proposal from Bechtel in the amount of \$78,263 for a study and design for repairs of the South Side chilled water lines. A decision to award the contract to Bechtel will be made after a 3 November briefing to OL senior managers. Information from additional testing will be forwarded to Bechtel for their use in the study and design for repairs. [REDACTED]

25X1 * r. On 24 October, construction work started on the Child Day Care Center Project. Temporary construction water and electricity will be obtained from a hydrant and Motor Pool transformer, respectively. Continuing construction services are being negotiated with the project architect. [REDACTED]

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t. The External Buildings Division, Facilities Management Group, OL, has initiated the necessary paperwork with the General Services Administration (GSA) for them to obtain written approval from the building owner and GSA's Real Estate and Leasing Group for renovation on the 11th floor of Key Building, being done on behalf of the Systems Evaluation Office. OL has stressed to GSA our requirement to proceed expeditiously on the renovation project.

25X1 GSA has advised OL that in order for the lease on Key Building to be renewed, GSA regulations require that a sprinkler system be installed throughout the building. This requirement could hinder renewal of the lease since the building is in the process of being sold and the eventual new owner would not likely want to incur the cost of the sprinkler system. OL has requested GSA to waive this requirement. [REDACTED]

25X1 u. OL reports that a small area on the 1st floor [REDACTED] is scheduled to have asbestos removed from above the suspended ceiling the later part of November. Temporary space [REDACTED] has been designed to relocate those offices in the affected area. [REDACTED]

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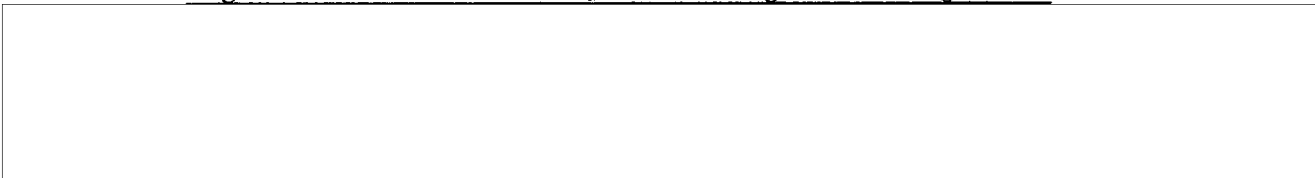
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2. Significant Events Anticipated During the Coming Week:

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b. The Chief, Printing and Photography Group, OL, will address the Defense Intelligence Agency's Pub/Print 88 Conference being held at Mt. Weather 1 through 4 November. He will speak on the impact of color printing.

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f/ John M. Ray

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